

**LABOR RELATIONS & EMPLOYEE SERVICES COMMITTEE MINUTES**  
**1st Floor Conference Room, Oneida County Courthouse**  
**February 10, 2016**

**LRES COMMITTEE MEMBERS PRESENT:** Ted Cushing/Chairman, Dave Hintz, Carol Pederson, Sonny Paszak

**LRES COMMITTEE MEMBERS ABSENT:** Billy Fried (excused)

**ALSO PRESENT:** Lisa Charbarneau (Labor Relations/Employee Services); Linda Conlon (Public Health); Kris Ostermann (Treasurer); Kyle Franson (Register of Deeds); Brenda Behrle (Clerk of Courts); Karl Jennrich (Planning & Zoning); Jack Flint (ITS); Margie Sorenson (Finance); Mike Romportl (Land Information); Bob Mott, Bill Freudenberg (County Board); Jenni Lueneburg (secretary); Brian Paynter (Lakeland Times)

**CALL TO ORDER AND CHAIRMAN'S ANNOUNCEMENTS**

Chairman Cushing called the LRES Committee to order at 9:00 a.m. in the 1<sup>st</sup> Floor Conference Room of the Oneida County Courthouse. It was noted that this meeting had been properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

**APPROVE AGENDA**

Motion by Hintz to approve today's agenda. Second by Paszak. All members present voting 'Aye'. Motion carried.

**VOUCHERS, REPORTS AND BILLS**

Motion by Paszak to approve the vouchers and bills. Second by Pederson. All members present voting 'Aye'. Motion carried.

**PUBLIC HEALTH NURSE VACANCY REVIEW APPEAL**

Conlon states she will soon have a full-time Public Health Nurse position open due to an employee accepting a position with the state. Conlon states this vacancy will be going before her committee of jurisdiction tomorrow. The Public Health Department is currently down several Public Health nurses and this position needs to be filled immediately to administer shots and programs. The position is funded with tax levy and grant monies. Mott feels this request will be approved by the COJ (Committee of Jurisdiction). Motion by Hintz to approve the request to replace the Public Health Nurse. Second by Paszak. All members present voting 'Aye'. Motion carried.

**COUNTY CONSERVATIONIST VACANCY REVIEW APPEAL**

Jennrich states he is requesting approval to fill the vacant County Conservationist position within the Land and Water Department. Jennrich provided a history of the employees that previously held the position in the past 10 years, with the most recent employee passing away in January 2016. Jennrich doesn't feel he is able to take over the duties of the County Conservationist in addition to his duties as Planning & Zoning Director plus if the position isn't filled, there most likely will be a loss of grant dollars. Jennrich feels it is in the best interest of Oneida County to accept applications from both internal and external applicants to see what talent is out there for this position. Discussion held by committee. Motion by Cushing to approve the County Conservationist vacancy review appeal. Second by Pederson. All members present voting 'Aye'. Motion carried. Mott confirmed that the COJ has already approved this request.

### **EMPLOYEE HANDBOOK – PAID TIME OFF (PTO)/NEW HIRES**

Charbarneau reports that this topic was previously discussed regarding issuing PTO for new hires. Currently, new hires have zero PTO until six months of employment and PTO needs to be used in order to get paid for any closure days. Charbarneau provided updated wording that would allow new hires to receive half of their first year PTO at their hire date and the other half at six months of employment. In addition, new hires would be automatically paid for closure days for the first year. Discussion held. Motion by Paszak to approve. Second by Hintz. Discussion led by Sorenson regarding how this policy will be administered for 24/7 operational departments. All committee members voted 'Aye' on motion. Motion carried.

### **ELECTED OFFICIALS WAGES 2017-2020**

Charbarneau states the wages for the Treasurer, Register of Deeds and Clerk of Courts need to be reviewed for the years 2017-2020. Charbarneau states previous discussions determined that elected officials preferred to not be placed on the regular pay schedules but rather to come to the committee for wage reviews every three years. Discussion held on previous increases approved for the Clerk of Courts and Sheriff; Behrle states she was not aware of these approved increases for her position. Franson provided the committee with information on elected official wages for other counties; discussion held. Charbarneau states information provided to committee members in their agenda packets list numbers for a 1.5% annual increase for 2017-2020; discussion held. Motion by Cushing to approve the (1.5%) increases for the elected officials as presented and pass them on to the County Board. Second by Paszak. All members present voting 'Aye'. Motion carried. Committee signed the resolution to be forwarded on to the County Board.

### **CLOSED SESSION**

Motion by Hintz, seconded by Pederson and approved by roll call vote to enter into closed session in pursuant to Section 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topic: Land Information Aide compensation, ITS staff compensation and Letter of Agreement on retiree health)

Roll call vote taken with all voting in the affirmative. Motion carried. Committee went into closed session at 9:25 a.m.

Staff present in closed session: Charbarneau, Lueneburg, Sorenson, Romportl, Flint, Mott

### **RETURN TO OPEN SESSION**

Motion by Pederson to return to open session. Second by Cushing. Roll call vote taken with all voting in the affirmative. Motion carried. Return to open session at 10:09 a.m.

Cushing summarized the two motions made in closed session as follows:

The Committee approved the starting salary for the part-time Land Information new hire at Step 3, then to Step 4 at six months, contingent on a good performance evaluation.

The committee approved one of three step increase requests for ITS employees.

**MERIT PAY/PAY FOR PERFORMANCE**

Mott discussed information gathered by Charbarneau regarding other county's wages. Discussion held on how the committee can make accurate comparisons on wages with other appropriate counties. Charbarneau provided further information on the wage study process, comparables and reasons for the results. Further discussion by the committee on this topic; agreed that this topic will be continued on a future agenda.

**WELLNESS/HEALTH UPDATES**

None

**OUT-OF-COUNTY TRAVEL**

None

**FUTURE MEETING DATES**

February 24, 2016 at 10:00 a.m.

March 9, 2016 at 9:00 a.m. (tentative)

March 16, 2016 at 9:00 a.m.

March 30, 2016 at 9:00 a.m.

**FUTURE AGENDA TOPICS**

Merit pay/Pay for Performance

Affordable Care Act Update

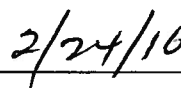
**PUBLIC COMMENTS**

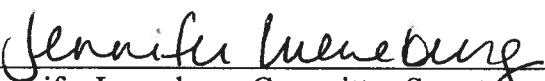
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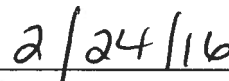
**ADJOURNMENT**

Motion by Cushing to adjourn. Second by Paszak. All members present voting 'Aye'. Motion carried. Meeting adjourned at 10:26 a.m.

  
Ted Cushing, Chairman

  
Date

  
Jennifer Lueneburg, Committee Secretary

  
Date